

**NORTHERN LIGHTS COLLEGE
REGISTRAR'S OFFICE
PROGRAM INFORMATION AND COMPLETION GUIDE**

Program Name: Business Management
Credential/Certification: Diploma in Business Management
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Program Description:

The field of business provides many exciting careers and opportunities in such areas as finance, accounting, entrepreneurship, information technology, general management, marketing, and logistics. Northern Lights College's Business Management Program prepares students for positions of responsibility in the business community and for further educational opportunities by promoting conceptual and technical skill development in business.

The Business Management Program at Northern Lights College offers a wide variety of first and second-year courses for students interested in working towards a Business Diploma, or transferring to university or professional designation programs elsewhere.

The Business Management diploma is a two year program, allowing students to earn a general business management credential.

Admission Requirements:

A. Domestic students and students from counties that practice Standard Written English ([see Appendix A](#)) must have official transcripts demonstrating that they have met the English Requirements: One of the following with a 'C' grade or higher: English 12 or English Literature 12 or English First Peoples 12, ENGL 050, or ENGL 099.

Alternatively, any university-level English course with a 'C' grade or higher. Students who do not meet one of the above English Requirements must complete the NLC Writing Assessment for appropriate course placement.

B. International students who do not meet the requirement A above, and domestic students who received their secondary education in French or another language, must

show that they have met the NLC English requirement: [see Appendix A \(General Academic English Language Proficiency Requirements\)](#).

C. Math Requirement: One of the following with a 'C' grade or higher: Precalculus 11, Principles of Mathematics 11, Foundations of Math 11, MATH 040; or equivalent; alternatively, readiness for MATH 050 as determined by the CCP Math appraisal.

Note that some course options have specific prerequisites. Meeting the program entrance requirements does not ensure course prerequisites have been met for all available courses.

Length of Program: (weeks and total hours)
4 semesters (60 weeks full-time).
minimum of 915 hours in total; minimum of 60 credits.

Program Intake: (start/finish dates) September, January, May

Available Seats: N/A

Application Deadline: Last day for late registration as indicated in the NLC Calendar. International students should contact the International Department for deadlines specific to their situation.

Career Prospects: Careers and opportunities in such areas as finance, accounting, entrepreneurship, information technology, general management, marketing, and logistics.

Affiliations/Partnerships: Subject to appropriate prerequisite qualifications and available space, block transfer agreements may allow diploma graduates to transfer directly into the third year of degree programs at the University of Northern British Columbia, North Island College, Okanagan College, and Royal Roads University.

Northern Lights College courses also transfer individually to other colleges, universities, and institutes in British Columbia. Students will receive transfer credit for courses as noted in the BC Transfer Guide (see <http://www.bctransferguide.ca>).

Location: Chetwynd, Fort St. John, and Dawson Creek campuses

Additional Requirements/Supplies: (fees, supplies, materials)

Calculator: a financial calculator is recommended.

Laptop: see minimum NLC computer and software requirements:

<https://www.nlc.bc.ca/wp-content/uploads/Minimum-Computer-Requirements.pdf>

Eligibility for Canada Student Loans: (Yes or No)

Yes, for domestic students. No, for international students.

Required Minimum Grade: (overall and/or minimum within a course)

'C' grade (60%) cumulative GPA of 2.00; 'D' grade (50%) minimum in a course.

Residency Requirement: (percentage of courses which must be taken at NLC)

The residency requirement is 25%. Note that a minimum 60% or 'C' grade is required for courses to be considered for transfer into this program. The date of course completion, 10 years for theoretical course and 3 years for technological course, will also be considered in course transfer.

Required Courses: (list courses required to complete credential and total hours for each course)

Core Required Courses:

- CPSC 101: Introduction to Computing (3 credits/45 hours)
- ECON101: Principles of Economics (Micro) (3 credits/45 hours) AND ECON102: Principles of Economics (Macro) (3 credits/45 hours); OR ECON105: Principles of Economics (3 credits/45 hours)
- ENGL 110: Introduction to Workplace Communications (3 credits/45 hours)
- MGMT103: Foundations in Financial Accounting Level 1 (3 credits/45 hours) AND MGMT109: Foundations in Financial Accounting Level 2 (3 credits/45 hours); OR MGMT120: Financial Accounting (3 credits/45 hours)
- MGMT104: Principles of Management (3 credits/45 hours)
- MGMT107: Fundamentals of Marketing (3 credits/45 hours)
- MGMT150: Business Mathematics (3 credits; 45 hours)
- MGMT204: Human Resource Management (3 credits/ 45 hours)
- MGMT225: Strategic Management (3 credits/ 45 hours)
- MGMT228: Business Law: Principles and Applications (3 credits/ 45 hours)
- MGMT260: Principles of Corporate Finance I (3 credits/ 45 hours)
- MGMT290: Quantitative Methods for Business (3 credits/ 60 hours)

Electives: 6-8 courses or 18-24 credits except as otherwise noted:

- COMM 301: Organizational Communications (3 credits/ 45 hours)
- FNST 100: Aboriginal Peoples of Canada (3 credits/ 45 hours) OR FNST 102: Treaties and Aboriginal Rights (3 credits/ 45 hours)
- ITEC 150: Small Computer Systems: Organization and Architecture (3 credits/ 60)

hours)

- ITEC 240: Server Management (3 credits/ 45 hrs)
- ITEC 250: Network Infrastructure (3 credits/ 45 hrs)
- ITEC 320: Virtual Software Systems (3 credits/ 45 hrs)
- MATH 115: Introductory Discrete Mathematics I (3 credits/ 45 hrs)
- MGMT 111: Finite Mathematics for Business (3 credits/ 45 hours)
- MGMT 201: Intermediate Financial Accounting I (3 credits/ 45 hours)
- MGMT 202: Intermediate Financial Accounting II (3 credits/ 45 hours)
- MGMT 203: Taxation (3 credits/ 45 hours)
- MGMT 210: Advertising and Promotion (3 credits/ 45 hours)
- MGMT 217: Business Systems Analysis and Design (3 credits/ 45 hours)
- MGMT 219: Entrepreneurship: Start up (3 credits/ 45 hours)
- MGMT 221: Managerial Accounting (3 credits/ 45 hours)
- MGMT 261: Principles of Corporate Finance II (3 credits/ 45 hours)
- MGMT 280: Safety Management (3 credits/45 hours)
- MGMT 295: Management Science (3 credits/ 45 hours)
- MGMT 301: Management Skills for Supervisors (3 credits/ 45 hours)
- MGMT 302: Business Sustainability and the Environment (3 credits/ 45 hours)
- MGMT 303 or ECED 201: Non-Profit Management (3 credits/45 hours)
- MGMT 430: Business Ethics (3 credits/45 hours)
- MGMT 450: Principles of Project Management (3 credits/ 45 hours)
- ENGL 100: Academic Writing (3 credits/ 45 hours)
- PHIL 110: Introduction to Logic and Critical Thinking (3 credits/ 45 hours)
- POLI 100: Politics and Government (3 credits/ 45 hours) OR
POLI 101: The Government of Canada (3 credits/ 45 hours)
- POLI 200: Politics and Pipelines (3 credits/ 45 hours)
- PSYC 224: Organizational Behavior (3 credits/ 45 hours)
- MATH 101: Calculus (3 credits/ 60 hours) OR
MATH105: Calculus for Social and Biological Sciences I (3 credits/ 60 hours)
(a maximum of three calculus credits is permitted; Principles of Math 12 is required for students enrolling in MATH 101 or MATH 105.)

Additional notes on course selection:

- ECON 101 and 102 are recommended for students planning to transfer into degree programs.
- Suggested electives for a mathematical orientation or to prepare for a business degree (B. Comm, BBA):
 - ENGL 100: Academic Writing
 - MATH 115: Introductory Discrete Mathematics I
 - MATH 101: Calculus
 - MGMT 111: Finite Math for Business)
 - PHIL 110: Introduction to Logic and Critical Thinking
 - POLI 100: Politics and Government OR POLI101: The Government of Canada
 - MGMT450: Principles of Project Management (3 credits/ 45 hours)

- Electives best suited to a marketing orientation:
 - COMM 301: Organizational Communications
 - MGMT 210: Advertising and Promotion
 - MGMT 219: Entrepreneurship: Start Up
 - MGMT 217: Systems Analysis and Design
 - PSYC 224: Organizational Behaviour

- Electives best selected for an information technology orientation are:
 - ITEC 150: Small Computer Systems: Organization and Architecture
 - ITEC 240: Server Management
 - ITEC 250: Network Infrastructure
 - ITEC 320: Virtual Software Systems
 - MATH 115: Introductory Discrete Mathematics I
 - MGMT 217: Systems Analysis and Design
 - PHIL 110: Introduction to Logic and Critical Thinking